



**KII-006: KEY INFORMANT INTERVIEW; HUMAN RESOURCE FOR HEALTH
(HRH)**

County:

Date of interview:

Enumerator Name:

Enumerator Number:

INSTRUCTIONS

Good morning/ afternoon..... The ministry of health both National and County, with support from partners is conducting a nutrition capacity assessment. You have been selected to participate in this assessment. The interview will take about 1 hour. The objective of this assessment is to determine capacity of this County, to deliver nutrition services. Your answers will be useful in documenting the best practices and identifying the areas that require improvement.

I am going to ask you some questions about nutrition capacity, please let me know if you need me to clarify any of my questions. Feel free to ask any questions you may have

Time started:

1. What is the current county policy and practice on recruitment of health workers and their placement (**Staff Recruitment, Staff Development, Staff Retention, Succession management**) (*Solicit comments about transparency of recruitment, equal opportunity, face of Kenya representation, compliance and its cost, gender balance*)

2. Describe the status of the nutrition workforce in the county in the past 4 financial years;

	2012/2013	2013/2014	2014/2015	2015/2016
Already employed				
Newly Employed				
Exited				
Total				

3. a) Does the county have a staff establishment? Yes-1 No-0

3. b) If no, Probe why and what is in use.

3. c) If yes, how does the number of nutritionists compare to the MOH HR norms and standards?

4. Do the health workers have job descriptions? Yes-1 No-0

5. a) Is it a requirement to have certification by a professional regulatory body before recruitment?

Yes-1 No-0

5 b) If yes, are there staff without licenses or those whose licenses are not up to date working in this county?

	Number	Proportion
License up to date		
License not up to date		
No licenses		
Total		

6. a) Is there a scheme of service available for reference for all cadres? Yes-1 No-0

6 b) If Yes, is it used as a basis for staff development (training, promotion, succession) when opportunities arise?

Scheme of Service used for:	Yes – 1 No - 0	Remarks
a) Training		
b) Promotion		
c) Succession		
d) Other Specify		
f)		
g)		

7. What mechanisms are in place to ensure staff retention?

(Probe on below-and do not read out; Allowances, Awards and recognition, Capacity development, Remuneration-attractive rates, timeliness, Amenities and facilities e.g availability of water Etc)

8. What platforms are used for HRH feedback (on capacity building, Staffing levels, Promotions, disciplinary, transfer s etc)? List all that apply

Probe for the following-Discussion, Suggestion boxes, Emails, Correspondences

9. What mechanisms are available in the county for continuous professional development of staff ?

10. Does the County have annual training projections/ plans that include nutrition?

Yes-1 No-0

7 a) Does the county have a training database with all staff included in it? Yes-1 No-0

(If No probe for reasons why)

8 b) Is the data base updated? Yes-1 No-0

(If No probe for reasons why)

8 c) If yes, does the database include nutrition trainings? Yes-1 No-0
(If No probe for reasons why)

8 d) Is the data base used to track trainings already conducted and any upcoming trainings?
Yes-1 No-0
(If No probe for reasons why)

Time Stopped:

Assessment results (tick one):

1. Completed

2. a) Incomplete,

b) State reason and action e.g date and time of revisit: ...

.....
.....